

**TOWN OF NORTHFIELD
BOARD OF SELECTMEN
Minutes of August 27, 2007**

- I. **ROLL CALL:** Chair Melvin Adams, Selectman Kenneth Johnson, Roger LeClair, Charles Morse, and Gregory Sanders (absent). Also present were Manager Nanci Allard, Clerk Samantha Baraw, Ambulance Supervisor Jim Baraw, Linda Barrows, Heidi Passalacqua, Libby Hambleton, Warren Hagy, Kathleen Lott (*Northfield News & Transcript*), Chris Bradley (Lister), Charlene Lathrop (Lister), and Steve Hatch (Lister).

Chair Adams called the meeting to order at 7:00 p.m.

II. **APPROVAL OF MINUTES**

- a. **August 13, 2007 (Regular Meeting).** Motion by Selectman Morse, seconded by Selectman Johnson, to approve the minutes. **Motion passed 3-0-1, with Selectman LeClair abstaining.**

III. **APPROVAL OF BILLS**

- a. **Warrant #05-08.** Motion by Selectman Morse, seconded by Selectman LeClair, to approve Warrant #05-08 in the amount of \$45,400.51. **Motion passed 3-0-1, with Selectman Johnson abstaining.**

IV. **PUBLIC PARTICIPATION**

- a. **Linda Barrows: Class 4 Roads.** Ms. Barrows wanted to comment that she was upset at some statements that Chair Adams and Highway Superintendent William Lyon have made. There is a Town policy on Class 4 roads and Ms. Barrows read the opening of it. She was concerned about Kingston Road. She outlined the policy on overweight vehicles, repairs, right-of-way, etc. Ms. Barrows asked if the Selectboard authorized anyone as an authorized agent to make decisions on Class 4 roads. Chair Adams stated that the Selectboard granted authority to the Highway Superintendent and Municipal Manager to make these decisions. The Selectboard did not ratify this but it is a standard practice. Ms. Barrows stated that she feels the policy states that each new Selectboard needs to appoint an agent. Chair Adams did not agree. Selectman Morse stated that in the past, if an individual or corporation wanted to modify a road and the modifications were simple, the Road Foreman would provide approval; if it was a major reconstruction, the Selectboard would grant approval. Ms. Barrows stated that no permits or any approval was given. Chair Adams did state that there has been a concern brought to the Board and they will address it. Ms. Barrows also thanked the Town for their response to her previous request about a yield sign being placed and brush being cut back. The Highway Committee will review the Class 4 policy.

V. **MANAGER'S REPORT**

- a. **Tax Sale.** The Selectboard previously authorized Manager Allard to bid on a property for a tax sale; she will now be out of town on the date (08/30/07). Motion by Selectman Morse, seconded by Selectman LeClair, to authorize Kenneth McCann to attend the tax sale and bid on a property for the Town. **Motion passed 4-0-0.**
- b. **Status Reports: Various Projects**
- a. **Town Budget.** Manager Allard asked if the Board would to have a discussion of the FY 2008/2009 Town Budget, particularly the Capital Improvement Project (CIP) items, prior to the first formal budget meetings later this year (late November/early December). The Board would like to do this at a regular Board meeting.
- b. **Zoning Regulations.** The Planning Commission and the Zoning Board of Adjustment would like to attend the Board's first meeting in October (10/08/07) regarding an update to Northfield's Zoning Regulations.
- c. **Town Audit.** The audit has been completed and the report will be available soon.

VI. SELECTBOARD

- a. **Approval of E.F. Wall Contract (New Police Station).** There is a preliminary design for the new police station. Motion by Selectman Morse, seconded by Selectman LeClair, to authorize the Manager to sign the design build agreement with E. F. Wall. **Motion passed 4-0-0.**
- b. **Voting Delegate for VLCT Annual Business Meeting.** Motion by Selectman LeClair, seconded by Selectman Morse, to appoint Manager Allard to be the voting delegate for the Annual VLCT Business Meeting. **Motion passed 4-0-0.**
- c. **Norwich Commons Drainage Problem.** Heidi Passalacqua represents KRI on this matter. There have been problems on the property with water draining from Vermont Routes 12 and Route 12A. There had been communications with Superintendent of Public Works Lyon on this issue for several months. Manager Allard recommended a site visit. The Highway Committee will meet soon and discuss this matter with Ms. Passalacqua and schedule a convenient time for the Committee to hold a site visit.
- d. **2007 Grand List Errors & Omissions:**
 1. **MacNaughton Property.** Motion by Selectman Morse, seconded by Selectman Johnson, to approve the error and omissions. **Motion passed 4-0-0.**
 2. **Donahue Property.** Motion by Selectman Morse, seconded by Selectman Johnson, to approve the error and omissions. **Motion passed 4-0-0.**
 3. **Defelice Property.** Motion by Selectman Morse, seconded by Selectman LeClair, to approve the error and omissions. **Motion passed 4-0-0.**
 4. **Falzarano Property.** Motion by Selectman Morse, seconded by Selectman Johnson, to approve the error and omissions. **Motion passed 4-0-0.**

Motion by Selectman Morse, seconded by Selectman LeClair, to authorize the Chair to sign all the above approved error and omissions. **Motion passed 4-0-0.**
- e. **Inter-Local Agreement Committee update.** There was a concern at the recent meeting (08/21/07) concerning water quality near an old dump. There have been actions to ensure water quality.
- f. **Merger Committee update.** There was a meeting last week (08/20/07). The Committee will meet again on September 10, 2007 and then will begin public hearings.
- g. **Status Reports: Various Projects:**
 1. **Northfield Ambulance Service.** Selectman Johnson would like to see Ambulance Supervisor Baraw on the next agenda to discuss proposal for staffing. Selectman Johnson would like this to occur before budget times so that he can make informed decisions at budget hearings.
 2. **Northfield Schools.** The schools will be opening this week so drivers need to be cautious regarding school buses and children walking to school.

VII. PUBLIC PARTICIPATION: Non-agenda items:

- a. **Chris Bradley, Board of Listers.** Mr. Bradley stated that he heard that the tax mapping RFP has gone out. He thought that the understanding was that the RFP would include Lister Board involvement. This is the first that Mr. Bradley has heard of the RFP going out. Mr. Bradley then offered his resignation as a Lister. Mr. Bradley provided the resignation to the Chair and provided a copy of Charlene Lathrop's resignation as well. Chair Adams stated that they were advised by the Listers (Ms. Lathrop and Mr. Bradley) that they would be resigning once the grievances were over. Manager Allard stated that she had been informed by the Board of Selectmen that the Listers would be resigning and she was to proceed with the RFP. Ms. Lathrop stated that the Proval system is not well used throughout the state and that the Town will have difficulty to find someone to use the system. Selectman Morse asked Lister Steve Hatch what he would need to continue on. Mr. Hatch requested that he would like to see the RFP for the tax mapping. Selectman Morse stated this was fair.

Selectman Morse stated that we would need to solicit for applicants to fill the vacancies for the remainder of the terms of the now vacant positions. Chair Adams, Selectman Johnson, and Mr. Hatch will meet to discuss what the next steps are. Selectman Morse stated that the Selectboard wanted to review the RFP prior to it going out, as well. Mr. Hatch would like to have the Town Attorney review the RFP prior to it going out. Chair Adams stated that it is standard to have an attorney review contracts prior to signing but it is not standard to have the attorney review an RFP.

VIII. ADJOURNMENT: Motion by Selectman Johnson, seconded by Selectman LeClair, to adjourn
Motion passed 4-0-0.

The Board adjourned at 8:08 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.